
PLANNING COMMISSION MINUTES

May 8, 2024

Regular Meeting - 7:00 PM

1) CALL TO ORDER

The meeting was called to order at 7:00 PM by Chair McNiff.

2) ROLL CALL

Roll was called:

Present: Chair McNiff, Banfield, Bright, Fitzgerald, Hodo

Also Present: Director of Community Services Eric Zuzga and Jason Ball, Senior Planner from Progressive Companies

Absent: Burke Smith, Longyear, Stewart, Zuck

3) APPROVAL OF AGENDA - Items can be added or deleted from the Agenda by board action.

A. APPROVE MAY 8, 2024 PLANNING COMMISSION AGENDA

Moved by Banfield, supported by Fitzgerald to approve the agenda as presented. On a voice vote: Motion Carried.

4) APPROVAL OF MINUTES - Items can be added or deleted from the Agenda by board action.

A. MINUTES OF APRIL 10, 2024 PLANNING COMMISSION MEETING

Moved by Banfield, supported by Hodo to approve the minutes of the April 10, 2024 meeting. On a voice vote: Motion Carried.

5) PUBLIC COMMENT ON AGENDA ITEMS Persons addressing the board are required to give their name and address for the record when called upon by the Chair. Members of the public shall be limited to speaking for a maximum of five (5) minutes. Comments should address AGENDA ITEM topics. Public Hearing items should be addressed during the PUBLIC HEARING portion of the meeting agenda. Non-Agenda items should be addressed during the PUBLIC COMMENT-NON-AGENDA ITEMS portion of the meeting agenda.

None

6) PUBLIC HEARINGS & SUBSEQUENT BOARD ACTION

7) OLD BUSINESS

8) REPORTS AND RECOMMENDATIONS/NEW BUSINESS

A. MASTER PLAN UPDATE INITIATION

Zuzga and Ball discussed the need for the Planning Commission to formally initiate the development of a new Master Plan. Zuzga shared the proposal from Progressive Companies to provide services to assist in the development of a new Master Plan. Upon initiation of the Master Plan, Zuzga will send out the required notices to surrounding governments and utilities that serve the community.

Moved by Banfield, supported by Fitzgerald that pursuant to MCL 125.3845 Section 45(2) the City of Marshall Planning Commission has determined that the city should initiate the process to develop a new Master Plan due to changes in the community over the last two years and the fact that eight years has elapsed since the the development of the last Master Plan . On a voice vote: Motion Carried.

B. SIGN ORDINANCE DISCUSSION

Zuzga and Ball lead the discussion on updates to the Sign Ordinance. The Planning Commission had substantial discussion on the contents of the proposed updates, especially in the area of LED message boards in various sections of the city. Direction was given to make several changes to the draft and that members were to continue consideration of changes to the LED message board section. A public hearing will be scheduled for June 12, 2024, to consider a recommendation on the changes to City Council.

C. UPDATE B-4/FS ORDINANCE-HEIGHT AND BANKS ISSUE

Zuzga presented a draft ordinance that would increase the maximum height for buildings in the B-4 and FS zoning districts as well as allow financial institutions with a drive-through as a permitted use in the B-4 district. The consensus of the members was that the draft met the desired goals and that a public hearing should be scheduled. A public hearing is scheduled for June 12, 2024 to consider the draft ordinance.

- 9) PUBLIC COMMENT ON NON-AGENDA ITEMS** Persons addressing the board are required to give their name and address for the record when called upon by the Chair. Members of the public shall be limited to speaking for a maximum of five (5) minutes. Comments should address NON-AGENDA ITEM topics. Public Hearing items should be addressed during the PUBLIC HEARING portion of the meeting agenda. Agenda items should be addressed during the PUBLIC COMMENT-AGENDA ITEMS portion of the meeting agenda.

None

10) BOARD REPORTS

11) ADJOURNMENT

With no further business, the meeting was adjourned at 8:15 PM.